

CA ENERGY USE DISCLOSURE GUIDELINE - TABLE OF CONTENTS

1.	INTRODUCTION
2.	DEFINITION OF TERMS/GLOSSARY
3.	OVERVIEW OF REQUIREMENTS
3.1	Benefits of Benchmarking
3.1.1	<i>Benchmarking Benefits for Building Owners and Operators</i>
3.1.2	<i>Benchmarking Benefits for the Purchaser and Lessees</i>
3.1.3	<i>Benchmarking Benefits for Financers</i>
3.1.4	<i>Benchmarking Benefits for Utilities</i>
3.1.5	<i>Benchmarking Benefits for California Energy Policy</i>
3.2	Summary of Disclosure Process
3.2.1	<i>AB1103 language and regulations</i>
3.2.2	<i>Benchmark the building</i>
3.2.3	<i>Obtain the disclosure information</i>
3.2.4	<i>Disclose it to the other party</i>
4.	BUILDING OWNER CHAPTER
4.1	Checklist of Requirements
4.2	When Does AB1103 Apply to Your Building?
4.2.1	<i>Type of transaction and timing</i>
4.2.2	<i>Entire building</i>
4.2.3	<i>Use of an agent</i>
4.2.4	<i>When does the law apply?</i>
4.3	How to Benchmark Your Building
4.3.1	<i>What to do at the CEC site</i>
4.3.2	<i>What to do at the EPA Portfolio Manager site</i>
4.3.3	<i>What to do at utility benchmarking sites</i>
4.3.4	<i>Updating your Portfolio Manager account</i>
4.4	What Needs to Be Disclosed.....
4.4.1	<i>Energy Use Disclosure Summary Sheet</i>
4.4.2	<i>Portfolio Manager Reports</i>
4.5	What Happens After Your Building is Benchmarked?.....
4.6	Options for Best Use of Your Benchmarking Data

4.6.1	<i>Improving Energy Performance</i>
4.6.2	<i>What can you do with your benchmarking data</i>
5.	UTILITY CHAPTER.....
5.1	The Utility Role in AB1103.....
5.1.1	<i>What AB1103 and regulations require</i>
5.1.2	<i>What customers will expect</i>
5.1.3	<i>What's in it for the utility</i>
5.2	Key Questions to Decide Before Getting Started
5.2.1	<i>Number of nonresidential customers in service territory</i>
5.2.2	<i>Resource availability</i>
5.2.3	<i>Disclosure timeframe</i>
5.2.4	<i>Organizational goals</i>
5.3	How to Obtain Customer Authorization
5.3.1	<i>Disclosure authorization</i>
5.3.2	<i>Dealing with multiple tenants</i>
5.4	How to Upload Customer Data.....
5.4.1	<i>How to establish your utility as an energy service provider</i>
5.4.2	<i>How does the customer request data?</i>
5.4.3	<i>How do you supply the electronic data to Portfolio Manager?</i>
5.5	Other Uses for Benchmarking
5.5.1	<i>Encouraging customers to continue benchmarking tracking</i>
5.5.2	<i>Ongoing uploading of data</i>
5.5.3	<i>Load research and customer research</i>
5.5.4	<i>Customer service</i>
6.	INDUSTRY PROFESSIONALS CHAPTER.....
6.1	What you can expect to be disclosed
6.2	Privacy of information
7.	EPA'S ENERGY PERFORMANCE RATING SYSTEM.....
7.1	Sample Disclosure Form.....
7.2	What does your score mean?
7.3	How the Rating System Works.....
7.4	How is the rating calculated?
8.	VOLUNTARY CALIFORNIA BUILDING ENERGY PERFORMANCE RATING ...
8.1	What does your score mean?

8.2 How the Rating System Works.....
8.3 How is the Rating Calculated?.....
APPENDIX A - AB1103
APPENDIX B – AB531.....
APPENDIX C – CALIFORNIA CODE OF REGULATIONS, TITLE 20, SECTIONS 1680 - 1685.....
APPENDIX D - SAMPLE DISCLOSURE FORMS
EnergyUse Disclosure Summary Sheet
ENERGY STAR® Portfolio Manager’s Statement of Performance
ENERGY STAR® Portfolio Manager’s Data Checklist.....
ENERGY STAR® Portfolio Manager’s Facility Summary
APPENDIX E - USEFUL LINKS AND REFERENCES
EPA Resources.....
<i>For Building Owners</i>
<i>For Utilities</i>
Utility Web Sites.....
Other Helpful Resources.....
APPENDIX F - TECHNICAL GUIDANCE FOR UTILITIES USING THE AUTOMATED BENCHMARKING SYSTEM
APPENDIX G - CALIFORNIA’S AUTOMATED BENCHMARKING SYSTEM COST SUMMARY
APPENDIX H – NONRESIDENTIAL BUILDINGS IN UTILITY SERVICE TERRITORIES